



**APPROVAL OF MINUTES OF APRIL 11, 2017 MEETING**

RESOLVED, that the minutes of the Regular meeting of April 11, 2017 are hereby approved and all actions taken by the Directors present at such meeting, as set forth in such minutes, are hereby in all respects ratified and approved as actions of the Economic Development Corporation.

April 25, 2017

(AMENDED AT TABLE 4-25-17)

**ECONOMIC DEVELOPMENT CORPORATION  
BOARD OF DIRECTORS REGULAR MEETING  
TUESDAY, APRIL 11, 2017 – 8:30 A.M.**

**BOARD MEMBERS PRESENT:** Marsha Bruhn  
Monique Claiborne  
~~Kimberly Clayson~~  
Linda Forte  
Chris Jackson  
Jonathan Quarles  
Matthew Roling  
Thomas Stallworth

**BOARD MEMBERS ABSENT:** Kimberly Clayson  
Maurice Cox (Ex-Officio)  
John Naglick (Ex-Officio)  
William Ritsema

**SPECIAL DIRECTOR  
PRESENT:** Marvin Thomas

**SPECIAL DIRECTOR  
ABSENT:** Jon Newton

**OTHERS PRESENT:** Glen Long (DEGC/EDC)  
Jennifer Kanalos (DEGC/EDC)  
Orza Robertson (DEGC/EDC)  
Ayesha Maxwell (DEGC/EDC)  
Will Tamminga (DEGC/EDC)  
Sarah Pavelko (DEGC/EDC)  
Michael Rafferty (DEGC/EDC)  
Elizabeth Brinson (DEGC/EDC)  
Ngozi Nwaesei (Lewis & Munday)  
Matthew Pendyl (Lowe's)  
Alvin Rushlun (Lowe's)  
Bob Dickerson (Lowe's)  
Christopher Niemi (Lowe's)



Economic Development Corporation of the City of Detroit

**MINUTES OF THE ECONOMIC DEVELOPMENT CORPORATION  
BOARD OF DIRECTORS REGULAR MEETING  
TUESDAY, APRIL 11, 2017  
DETROIT ECONOMIC GROWTH CORPORATION  
500 GRISWOLD, SUITE 2200 - 8:30 A.M.**

**CALL TO ORDER**

Noting that a quorum was present Chairperson Forte called the Special meeting of the Economic Development Corporation Board of Directors to order at 8:30 a.m.

**GENERAL**

**Approval of Minutes**

Ms. Forte asked if there were any additions, deletions or corrections to the minutes of the March 7, 2017 Special Board meeting. Hearing none, the Board took the following action:

On a motion by Mr. Roling, seconded by Mr. Stallworth, Resolution Code EDC 17-04-02-278 was unanimously approved.

**Receipt of Treasurer's Report**

Mr. Long reviewed the Treasurer's Reports of Receipts and Disbursements for the month of February, 2017 for the benefit of the Board and responded to questions.

Subsequent to a discussion, the Board took the following action:

On a motion by Mr. Jackson, seconded by Mr. Roling, Resolution Code EDC 17-04-03-212 was unanimously approved.

**PROJECTS**

**I-94 Industrial Subdivision Redevelopment Project: Request to Approve Professional Design and Engineering Service Contract with Giffels Webster Engineers for the Georgia Street Road Reconstruction Project**

Mr. Robertson reported that the Economic Development Corporation (EDC), in partnership with the City of Detroit is proposing to remove and reconstruct the existing Georgia Street between Mt. Elliott Street and St. Cyril Street as part of the I-94 Industrial Subdivision Redevelopment Project. The approximate length of proposed road redevelopment section is 2,750 feet. The road used is to be a part of the industrial/ commercial development and was designed to provide vehicular access for businesses and associated services. The

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road has deteriorated and without full reconstruction it would not support heavy truck movement as it wasn't originally designed for such use.

In support of the Project, the EDC was able to secure a grant from the Economic Development Administration ("EDA") and expects to receive required match funding from the City of Detroit Department of Public Works ("DPW") to sufficiently fund the complete the road reconstruction project. In response, the EDC has solicited qualification statements from qualified Design and Engineering firms necessary to complete the Georgia Road Reconstruction Project. The Design and Engineering consultant will provide full services to the Economic Development Corporation (EDC) in conjunction with the City of Detroit Department of Public Works-City Engineering Division (Local Agency). The project would be constructed over a 10-month period expecting to start summer of 2017 through Spring 2018.

The full services are as follows: **Survey & Geotechnical & Environmental Investigation Services in Street Right of Ways; Concept & Schematic Design & Engineering for Street & Utility Infrastructure Reconstruction / Refurbishment in the Street Right of Ways; Construction Documents & Procurement Assistance for Street & Utility Infrastructure Reconstruction / Refurbishment in the Street Right of Ways; and Construction Administration documentation to finalize and closeout project.**

The EDC staff issued a Request for Qualifications ("RFQ"), on December 12, 2016 for Professional Engineering Services. The respondents to the RFQ submitted Qualifications Statements, which were reviewed by EDC and the DPW to determine the most responsive firm to provide a future cost proposal for the design and engineering related activities as described in the scope of work. Qualifications statement were received January 11, 2017.

The EDC received four (4) responses to the RFQ:

Giffels Webster Engineers (28 West Adams, Suite 1200, Detroit)  
OHM Advisors (1234 Washington Blvd, 6<sup>th</sup> Floor, Detroit)  
Mannik Smith Group (65 Cadillac Square, Suite 3311, Detroit)  
Nowak & Fraus Engineers (28 West Adams, Suite 210, Detroit)

The EDC staff reviewed the proposals and determined that the Qualifications Statement by Giffels Webster Engineers to be most responsive. Giffels Webster is a Detroit based contractor with experience in performing the professional design and engineering services as described in the scope of work. Giffels Webster Engineers proposed a **not to exceed amount** of Two Hundred Sixteen Thousand Two Hundred Fifty and 00/100 (\$216,250.00) Dollars.

EDC staff requested that the EDC Board of Directors to authorize a Professional Services Agreement ("Agreement") with Giffels Webster Engineers (the "Agreement") to provide the requested services as expressed in the RFQ Scope of Services (see Exhibit 1 – Scope) for the not to exceed price of \$216,250.00.

EDC staff also recommended that an owner's contingency of approximately ten percent (10%) of the contract value or \$21,625.00 be established to be dispersed upon the authorization of any two Officers, or any one of the Officers and any of the Authorized Agents of the EDC. A resolution was attached for Board consideration.

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When asked by the Board, Mr. Robertson responded that the EDC had contracted with Giffels Webster on other projects.

Subsequent to a discussion, the Board took the following action:

On a motion by Mr. Stallworth, seconded by Mr. Roling, Resolution Code EDC 17-04-12-45 was unanimously approved.

### **Waterfront East/West Development Projects: Administrative Costs**

Ms. Kanalos informed the EDC Board that on October 17, 2005, and on November 14, 2011, and on May 28, 2013, and again on April 8, 2015, the EDC Board approved, by resolutions EDC 05-11-32-93 and EDC 11-11-70-63 and EDC 13-05-70-64 and EDC 15-04-70-79, allocations of EDC Casino Bond proceeds to pay the DEGC for an annual management fee to manage projects within the East/West project plans area in the amount of \$200,000.00 per year. The most recent reallocation is expiring in June 2017 and the funds have been utilized.

As there are ongoing projects in the project area that EDC will still be engaged in, it is the recommendation of EDC staff that the Board of Directors extend and increase the annual management fee to \$300,000.00 for the fiscal years 2017-18, 2018-19 and 2019-2020, for a total authorization of \$900,000.00.

Over the last few years staff has assisted the City of Detroit with lease amendments for the Riverfront Conservancy and the Michigan Department of Natural Resources; negotiated a development agreement for the significant \$60.0 million Orleans Landing mixed use development, assisted with the construction of the \$20.0 third phase of the Dequindre Greenway as part of the LINK Detroit project, completed the real estate services with the City of Detroit and the US Coast Guard for a significant \$1.6 million land swap transaction related to RiverWalk and Coast Guard expansions, performed extensive real estate conversions, mitigations, transfers in the East Riverfront in support of public spaces and development projects, helped support the Rivertown community advocacy organization, facilitated the pre-commitment with MDEQ for an allocation of funds to remediate the remainder parcel of the former Uniroyal factory site, made two adaptive reuse buildings ready for marketing, and contracted for the significant environmental remediation required to make the Orleans Landing project ready.

As a result of the recently completed East Riverfront Framework Plan, staff has been asked by the City of Detroit to lead implementation of the economic development strategies and support other implementation strategies. Staff contemplates further negotiations with developers on City and EDC owned property with resulting development agreements, property sales, greenspace construction, vacant site management, and further infrastructure improvements in the project areas. Staff will also provide technical assistance to businesses and property owners to implement their redevelopment plans. Staff also anticipates conducting marketing and site preparation work for properties in the Springwells Project area to prepare for marketing.

Attached was a resolution for EDC Board review and approval. Ms. Pavelko responded to Board member questions regarding additional work that EDC staff will be providing with respect to the East and West Riverfront Plans.

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Subsequent to a discussion, the Board took the following action:

On a motion by Mr. Stallworth, seconded by Mr. Quarles, Resolution Code EDC 17-04-70-65 was unanimously approved.

**Small Business and Commercial Corridor Revitalization Program: Space Awardee Education**

Chairperson Forte informed the EDC Board that the informational item regarding the Small Business and Commercial Corridor Revitalization Program Space Awardee Education would be presented at the next EDC Board meeting.

**ADMINISTRATION**

**Designation of Authorized Signatories for Economic Development Corporation Bank Accounts**

Mr. Long informed the Board that there is need to approve signatories for all existing bank accounts of the Economic Development Corporation. Signatories for the accounts are the Treasurer and Authorized Agents, as designated by the Detroit Economic Growth Corporation President.

EDC Board asked questions regarding the changes in personnel and requested that an update on the organizational structure be provided to the Board along with an annual report in September or October of each year.

Subsequent to a discussion, the Board took the following action:

On a motion by Mr. Stallworth, seconded by Mr. Quarles, Resolution Code EDC 17-04-01-190 was unanimously approved.

**OTHER MATTERS**

Mr. Stallworth requested an informational presentation on Senate Bills 111 through 113 regarding Brownfields. Ms. Kanalos stated that she would be happy to give a briefing at a future meeting.

**PUBLIC COMMENT**

**ADJOURNMENT**

With there being no other business to come before the Board, Chairperson Forte adjourned the Special meeting at 9:03 a.m.



Economic Development Corporation of the City of Detroit **CODE EDC 17-04-02-278**

**APPROVAL OF MINUTES OF MARCH 7, 2017 MEETING**

RESOLVED, that the minutes of the Regular meeting of March 7, 2017 are hereby approved and all actions taken by the Directors present at such meeting, as set forth in such minutes, are hereby in all respects ratified and approved as actions of the Economic Development Corporation.

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Economic Development Corporation of the City of Detroit **CODE EDC 17-04-03-212**

**ACCEPTANCE OF TREASURER'S REPORT FOR FEBRUARY 2017**

RESOLVED, that the Treasurer's Report of Receipts and Disbursements for the period ending February 28, 2017, as presented at this meeting, is hereby in all respects accepted as action of the Economic Development Corporation.

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**I-94 INDUSTRIAL PARK PROJECT: SUBDIVISION REDEVELOPMENT PROJECT--  
REQUEST TO APPROVE PROFESSIONAL DESIGN AND ENGINEERING SERVICE  
CONTRACT WITH GIFFELS WEBSTER ENGINEERS FOR THE GEORGIA STREET  
ROAD RECONSTRUCTION PROJECT**

WHEREAS, EDC staff wants to provide Survey & Geotechnical & Environmental Investigation Services in Street Right of Ways; Concept & Schematic Design & Engineering for Street & Utility Infrastructure Reconstruction / Refurbishment in the Street Right of Ways; Construction Documents & Procurement Assistance for Street & Utility Infrastructure Reconstruction / Refurbishment in the Street Right of Ways; and Construction Administration documentation to finalize and closeout project to the Georgia Street Road Reconstruction Project; and

WHEREAS, EDC staff determined that it is necessary to obtain Professional Design and Engineering Services to perform the scope of work described in Exhibit A attached hereto; and

WHEREAS, on December 12, 2016 the EDC staff issued a Request for Qualifications (RFQ) for Design and Engineering Services; and

WHEREAS, EDC staff received 4 bids January 11, 2017, reviewed the Qualifications statements, and has recommended the Design and Engineering firm of Giffels Webster Engineers for the scope of work; and

WHEREAS, the EDC Board determined that the staff recommendation is reasonable and consistent with the scope of work for the Project; and

NOW, THEREFORE BE IT RESOLVED that the EDC Board of Directors hereby authorizes the negotiation and execution of an Agreement with Giffels Webster Engineers to perform the services of Design and Engineering services for the Georgia Street Road Reconstruction Project in a manner consistent with the RFQ for a contract not to exceed amount of Two Hundred Sixteen Thousand Two Hundred Fifty and 00/100 (\$216,250.00) Dollars.

BE IT FURTHER RESOLVED that the EDC Board of Directors hereby authorizes establishment of an owner's contingency of \$21,625.00 to address requirements for unforeseen conditions, to be expended at the direction of any two Officers or any one of the Officers and any of the Authorized Agents or any two Authorized Agents of the EDC.

BE IT FURTHER RESOLVED that the EDC Board of Directors hereby authorizes any two Officers, or any one of the Officers and any of the Authorized Agents or any two Authorized Agents of the EDC to negotiate and execute any and all documents necessary to implement the provisions and intent of this resolution, including but not limited to change orders for use of owner's contingency funds.

BE IT FINALLY RESOLVED that all of the acts and transactions of any officer or authorized agent of the EDC, in the name and on behalf of the EDC, relating to matters contemplated by the foregoing resolutions, which acts would have been approved by the foregoing resolutions except that such acts were taken prior to execution of these resolutions, are hereby in all respects confirmed, approved and ratified.

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**WATERFRONT EAST/WEST DEVELOPMENT PROJECTS: ADMINISTRATIVE COSTS**

WHEREAS, on October 17, 2005, and on November 14, 2011, and on May 28, 2013, and again on April 8, 2015, the EDC Board approved, by resolutions EDC 05-11-32-93 and EDC 11-11-70-63 and EDC 13-05-70-64 and EDC 15-04-70-79, allocations of EDC Casino Bond proceeds to pay the DEGC for an annual management fee to manage projects within the East/West project plans area in the amount of \$200,000.00 per year for a total of two years.

WHEREAS, the most recent allocation is expiring in May 2017 and the funds have been utilized; and

WHEREAS, as there are ongoing projects in the project area that EDC will still be engaged in, it is the recommendation of EDC staff that the Board of Directors extend and increase the annual management fee to \$300,000.00 for the fiscal years 2017-18, 2018-19 and 2019-20, for a total authorization of \$900,000.00; and

WHEREAS, over the last few years staff has assisted with lease agreements, development agreement negotiations, assisted with the construction of the Dequindre Greenway, completed the transaction with the US Coast Guard, performed extensive real estate conversions, mitigations, transfers, facilitated the pre-commitment with the MDEQ for an allocation of remediation funds, made two adaptive reuse buildings ready for marketing, and contracted for the significant environmental remediation within the project plan areas ; and

WHEREAS, staff contemplates leading the implementation of the economic development strategies and supporting other implementation strategies, further negotiations resulting in development agreements, property sales transactions, some greenspace construction, vacant site management, further infrastructure improvements in the project areas and providing technical assistance to businesses and property owners for the implementation of redevelopment plans.

NOW THEREFORE BE IT RESOLVED, that the EDC Board of Directors hereby authorizes the allocation of Three Hundred Thousand and 00/100 (\$300,000.00) Dollars per year of EDC Casino Bonds for FY's 2017-2018 and 2018-2019 for administrative and other expenses for Projects, for a total authorization of \$900,000.00.

BE IT FURTHER RESOLVED, that the EDC Board of Directors hereby authorizes any two of its Officers, or any two Authorized Agents of the EDC, or any combination thereof, to negotiate and execute any and all documents necessary to implement the provisions and intend of this resolution on behalf of the EDC.

BE IT FINALLY RESOLVED, that all acts and transactions of any Officer or Authorized Agent of the EDC, or their designee, in the name and on behalf on the EDC, relating to matters contemplated by the foregoing resolutions, which acts would have been approved by the foregoing resolutions except that such acts were taken prior to execution of these resolutions, are hereby in all respects confirmed, approved and ratified.

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**ADMINISTRATION: DESIGNATION OF AUTHORIZED SIGNATORIES FOR EDC BANK ACCOUNTS**

NOW, THEREFORE, BE IT RESOLVED:

1. That the authorized signatories for all existing bank accounts of the Economic Development Corporation (the "EDC") shall be the Treasurer and any one Authorized Agent, or any two Authorized Agents of the EDC.
2. Prior resolutions of the EDC with regard to authorized signatories for EDC bank accounts shall be rescinded upon adoption of this resolution.

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